

Teaching Assistant Grade 3

Key Responsibilities

- Provide tailored group or one-to-one support throughout the school day, ensuring the child's individual needs are met in both academic and social settings.
- Support access to the curriculum by adapting resources and using specialist equipment or technology as needed.
- Work closely with the class teacher, SENCo, and external specialists (e.g. Speech and Language, Occupational Therapy, Community Paediatrics) to implement and monitor personalised support strategies.
- Promote independence, confidence, and inclusion both in the classroom and during unstructured times such as playtime and lunchtime.
- Assist with any mobility and orientation around the school environment, ensuring the child's safety at all times.
- Monitor and record progress against targets
- Build a trusting relationship with children to foster emotional well-being and a positive attitude toward learning.
- Establish good working relationships with the parents
- Support with personal care needs if required.
- Maintain confidentiality and safeguard the child's welfare in line with school policies and procedures
- Attend and contribute to whole class assessments including those with SEND if required by the class teacher, SENDCO and/or Headteacher and where appropriate, disseminate information to other Teaching Assistants.
- Act as general TA or one to one supporting the class teacher with classroom activities, photocopying, filing etc.
- Participate in training and other learning activities and performance development as required
- Assist with supervision of pupils out of lesson times, including playtimes and lunch time
- Accompany teaching staff and pupils on visits, trips and out of school activities as required

Person Specification

Essential:

- Experience working with children particularly those with SEND, preferably in an educational setting.
- Understanding of inclusive educational practices and a commitment to equality and diversity.
- Excellent communication and interpersonal skills.

- Ability to work collaboratively with staff, parents/carers, and external professionals.
- Patience, empathy, and a positive, can-do attitude.
- Willingness to undertake relevant training, including safeguarding.

Desirable:

- Experience of working with children with additional needs
- Understanding of needs associated within children with SEND..
- Relevant qualifications (e.g., NVQ Level 2/3 in Supporting Teaching and Learning or equivalent).
- Paediatric first Aid, Intimate Care and Manual Handling training.

Safeguarding Statement

Boxford CEVC Primary School School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be subject to enhanced DBS clearance and reference checks.